Directions for "<u>Do Your Own Estimate</u>"
for members of the Employees' Retirement System

To use the Regular Service Retirement Estimate to calculate a DROP estimate, you must first calculate your regular service retirement benefit by filling in the variable information requested.

You must choose:

- Retirement Plan A or B
- The year and month you were born
- The year and month of your membership date
- Average annual salary

At this point, if you skip over planned retirement date and click "Calculate", your earliest retirement date will show in the line below the "Calculate" button.

From this point, go back to the line before the "Calculate" button and **enter your <u>planned</u> retirement date, using desired year and month**. You can use your earliest date eligible, as shown in the box, calculated for you, or any date beyond that. *(If you are already eligible to retire, the box will show the current month and year.)* Click "Calculate" again and you will see information on your estimated Regular Service Retirement Benefit appear in the fields below.

You can project salary information as you choose and make changes to these boxes repeatedly by pressing the "Reset" button.

You may notice decimal point figures in several places in the estimate program. The blocks that state "Monthly Pre-Social Security Benefit paid to age ____" could have a decimal figure of one of the following:

.1666 = 2 months
.3333 = 4 months
.5 = 6 months
.6666 = 8 months
.8333 = 10 months

> *For example:*
> *65 and 8 months would be reflected as 65.6666*
> *66 and 2 months would be reflected as 66.1666*
> *66 and 4 months would be reflected as 66.3333*

Please see the Full Social Security Benefits Eligibility Table below for the specific year(s) of birth that affects this figure.

Moving right along to the DROP portion of the estimator program, continue scrolling down the page to where you will see "**DROP**" in red type.

In the DROP portion of the estimator program, you may enter variable data for potential annual salary growth and anticipated COLA percentages. Once you have entered this data, scroll farther down and click on "Calculate DROP" and your DROP options will appear in the fields below. There is a "Reset DROP" button you may use to change the numbers you have selected to come up with different scenarios.